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| **Off-campus Placement Opportunities** | | | | | | | | **School**  **Phone:** | |
| *Off-campus education programs are based on the belief that student learning can be enhanced by bringing the community into the school and by placing students out into the community. These on-the-job work experiences require a partnership involving the school, the parents/guardians, the student, and the employer, with each of the partners sharing the responsibility for student growth and learning. Thank you for considering these work placements for our students.* | | | | | | | | | |
| ***Goals***  ***Your Commitment*** | | | * Encourage high school students to discover career interests in meaningful work activities through community-based work sites * Enable students to practice general employability skills * Connect learning and work for students through real life work experience * Assist a student to achieve credits towards their high school diploma, thereby keeping more students in school * Enable students to begin their career path while still in high school * Sign an Off-campus Education Agreement along with the school, parents & student * Provide a safe working environment * Provide appropriate supervision of work that is consistent with the student’s ability * Complete, along with the Off-campus coordinator, evaluations of the student’s progress * Report accidents/incidents according to established procedure | | | | | | |
| **Work Experience Placement 1 semester – full year** | | | | | | | | | |
| ***Goal*** | | | * Enable students to develop employability skills; increase knowledge of the specific occupation, network with a local employer, and gain experience for their resume | | | | | | |
| ***Your Commitment*** | | | * Provide meaningful work within your organization | | | | | | |
| **Green Certificate Placement up to 3 years** | | | | | | | | | |
| ***Goal*** | | | * Enable students to pair with a mentor in the Agricultural Industry to complete their Green Certificate Training and earn up to 16 high school credits | | | | | | |
| ***Your Commitment*** | | | * As an owner/operator of a farm/ranch operation, you are willing to mentor and train a student interested in that area of agriculture | | | | | | |
| **Registered Apprenticeship Program Placement (RAP) up to 1000 hours of 1st year apprenticeship** | | | | | | | | | |
| ***Goal*** | | | * Enable students to start their work as an Apprentice in one of the over 50 registered trades in Alberta, earning up to 40 high school credits and up to 1000 hours towards their “blue book” hours for their 1st year apprenticeship | | | | | | |
| ***Your Commitment*** | | | * Provide meaningful work in your trade based on first year skills * Pay the RAP student minimum wage or better (recent averages being between $10 – 14 per hour depending on the trade) * Sponsor the student in their registration with Alberta Apprenticeship and Industry Training | | | | | | |
| **CAREERS Summer Health Youth Initiative 6 weeks** | | | | | | | | | |
| ***Goal*** | | | * Enable students to pair with a mentor in the Health Care Sector to investigate career paths in health and gain work experience | | | | | | |
| ***Your Commitment*** | | | * Provide a work placement in the Health Care Sector to a grade 11 student during the summer as a paid position | | | | | | |
| **Other Career Development Opportunities** | | | | | **School**  **Phone:** | | | |
| *School greatly appreciates when local individuals, organizations & businesses agree to become involved in the career development of our students. These young people are the future employees, employers and leaders of the communities we live in. Join us in being a part of a students’ education by engaging them in their own learning through your personal experiences and organizational opportunities.* | | | | | | | | |
| **Mock Interviews 2 hours** | | | | | | | | |
| ***Goal*** | * Increase student confidence in their interview skills * Guide students in presenting their strengths and honestly reviewing their challenges in a potential real world scenario | | | | | | | |
| ***Your Role*** | * Conduct a mock job interview with individual students in 20 minute blocks from information and questions that are provided by the school * Provide feedback to the student from your career experience | | | | | | | |
| **Class Presentations 1 hour** | | | | | | | | |
| ***Goal*** | * Increase awareness and encourage the development of essential employability skills and career pathways | | | | | | | |
| ***Your Role*** | * Commit to doing a 15 – 20 minute presentation in a CALM (Career & Life Management) class, or be part of a panel * Explain to students what types of skills they need to be successful in the workplace, why they need those skills, and how their education will benefit them in obtaining some of those skills | | | | | | | |
| **Career Fair Participation 1/2 day** | | | | | | | | |
| ***Goal*** | * Engage students in career exploration through access to key individuals from local organizations in an exposition style | | | | | | | |
| ***Your Role*** | * Showcase your trade, occupation or profession to an entire population of students either at your local school career fair, a district wide career fair, or CAREERexpo – the Central Alberta Career Event (information at [www.nextgen.org](http://www.nextgen.org)) | | | | | | | |
| **Career Interest Interviews 1 hour** | | | | | | | | |
| ***Goal*** | * Enable students to gain a better understanding of an occupation | | | | | | | |
| ***Your Role*** | * You have significant knowledge of an occupation by way of your own career path * Allow a student to interview you about your occupation and career path, encourage their passion, and mentor them in their search to find their own direction | | | | | | | |
| **Job Shadowing 1 - 2 days** | | | | | | | | |
| ***Goal*** | * Allow students to explore an occupation first-hand that they have researched. This is a great opportunity for a student to learn more about a career path and a company | | | | | | | |
| ***Your Role*** | * While maintaining a safe work environment, allow the student to experience and evaluate the advantages and challenges of your occupation and career path | | | | | | | |
| **Key Contacts** | | | | | | | | |
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